

Proposal Review Committee
January 5, 2011
Statewide Benefits Office
Duncan Building, Ste. 320, Dover, Delaware

The Proposal Review Committee met on January 5, 2011, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Statewide Benefits
Faith Rentz, OMB, Deputy Director, Statewide Benefits
Ann Skeans, OMB, Dental Benefit Program Lead, Statewide Benefits
Larry Frank, OMB, Dental Benefit Specialist, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Coordinator, Statewide Benefits
Wendy Brown, Department of Health and Social Services
Vernard Wilkerson, Department of Finance
Lori Christiansen, Office of Controller General
Barbara Bennett, Office of the Treasurer
Bob Popovich, Aon Consulting
Michelle Volls, Aon Consulting

Introductions/Sign In

Ms. Lakeman called the meeting to order at 9:08 a.m.

Approval of Minutes

Ms. Lakeman requested a motion to approve the minutes from the November 16, 2010, meeting of the Proposal Review Committee (PRC). A motion was made by Ms. Rentz and seconded by Ms. Brown. The minutes were approved with unanimous voice vote.

Discussion of Dental Benefit Program RFP

Ms. Lakeman requested a motion to move into executive session for review of the finalists' bid responses and conduct the interviews. Ms. Christiansen made the motion and it was seconded by Ms. Bennett. The PRC moved into Executive Session at 9:09 a.m.

Upon conclusion of the Executive Session, a request to adjourn the meeting was made by Ms. Lakeman. A motion was made by Mr. Wilkerson at 3:30 p.m. to move back into the public meeting and Ms. Christiansen seconded. With no further business, a motion to adjourn was made by Ms. Bennett and seconded by Ms. Christiansen. Upon unanimous voice approval, the meeting was adjourned at 3:31 p.m. Please note there were no public attendees.

Respectfully submitted,



Laurene M. Ehemann
RFP and Contract Coordinator